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FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

August 19, 2003

Theresa L. Kehoe, Treasurer
Citizens for Harkin
P.O. Box 811
Des Moines, IA 50304

Response Due Date:
September 18, 2003

Identification Number: C00166827

Reference: April Quarterly Report (1/1/03 - 3/31/03) and July Quarterly Report (4/1/03 - 6/30/03)

Dear Ms. Kehoe:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Senate Public Records Office by the response date noted above.** An itemization of the information needed follows:

-Your report contains incorrect Column B figures for Lines 12 and 16 of the Summary and Detailed Summary Page information. When aggregating and reporting receipts and disbursements, candidate committees are required to disclose their activity on an election-cycle basis, from 11/6/02 to 11/4/08. Please amend your report to show election cycle-to-date figures for all aggregate amounts. (2 U.S.C. §434(b))

-For future reports, please be advised that operating expenditures should be disclosed on Line 17 of the Detailed Summary Page information and itemized on the appropriate Schedule B. Line 21 is used to disclose other disbursements such as contributions to other committees and charitable contributions. (11 CFR §104.3(b)(2))

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action